

Montana NAEP 2016 Inclusion Policy

Students with Disabilities (SD) and English Language Learners (ELL)

Grades 4 and 8 Mathematics, Reading, and Writing Digitally Based Assessments

The Montana Office of Public Instruction expects that most students with disabilities and English language learners will be included on the National Assessment of Educational Progress (NAEP).

As a general rule, only students who meet (or met) participation criteria for the MontCAS National Center and State Collaborative (NCSC) Assessment based on alternate achievement standards may be excluded from any NAEP assessment. All other students with disabilities should participate in NAEP with or without NAEP-allowed accommodations.

As a general rule, only English language learners who have been enrolled in U.S. schools for less than 1 full academic year before the NAEP assessment and cannot access NAEP may be excluded from any NAEP assessment. All other English language learners should participate in NAEP with or without NAEP allowed accommodations.

This rule does not, however, relieve the school or other individuals involved with a particular student of their ethical responsibility to do what is best for the student. According to the Professional Educators of Montana Code of Ethics, Principle I Article A, the ethical educator "Makes the well-being of students the foundation of all decisions and actions." In a small number of individual cases, the opinions of parents/guardians, teacher, counselor, and/or other professionals who know and understand a student to the greatest possible extent may agree that it is in the best interest of the student that he or she not participate in the NAEP assessment.

Several accommodations provided on the Montana assessments are not necessary for the NAEP assessments because they are available for all students through universal design elements. The chart below is accommodations are categorized by: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are **only allowed** for a student on an Individualized Education Plan (IEP) or Section 504 Plan.

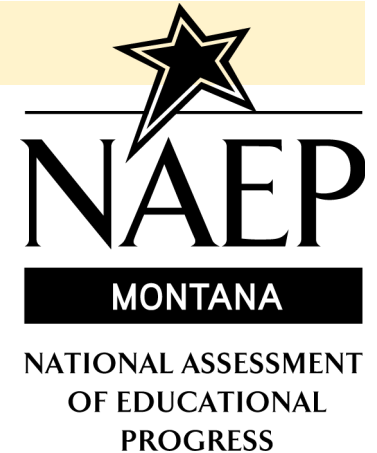
Please keep in mind that NAEP does not produce results for individual students or schools, unlike the Montana state assessments. All results are summarized only at the state level. In other words, the NAEP assessments do not impose consequences for the student or the school, and are instead intended purely to provide a picture of educational performance and progress.

Note: all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the Montana state assessments allow. Several accommodations provided on the Montana assessments are not necessary for NAEP because of the way it is administered. For example:

1. Students who have the read aloud accommodation for the reading comprehension section on the Montana state assessment should be included in the NAEP reading assessment without the accommodation. In the state assessment, students assessed in reading are read only the questions and answer choices before she/he reads each passage. After the student has read the passage, the test administrator must read the questions and answer choices word-for-word one at a time in exactly the order as presented. Due to the different testing constructs, students who have the read aloud accommodation for the reading comprehension section on the Montana state assessment should be included in NAEP Reading assessment without the accommodation.
2. Only students who require a calculator for testing in their IEP or Section 504 Plans are eligible for the NAEP calculator version of the test. This accommodation does not replace non-calculator blocks, instead a student who is allowed this accommodation would only be tested with calculator blocks.
3. Students who receive multiple-day testing on the Montana state assessments should take the NAEP assessments in one day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences with the maximum amount of extended time allotted being 150 minutes.

If you have questions about the NAEP accommodations, please contact Ashley McGrath, NAEP State Coordinator at amcgrath@mt.gov or (406) 444-3450.

NAEP Inclusion Policy



Inclusion Purpose:

- * Maximize participation of sampled students in NAEP
- * Reduce variation in exclusion rates for SD and ELL students across states and districts
- * Develop uniform national rules for including students in NAEP
- * Ensure that NAEP is fully representative of SD and ELL

Access the SD Accommodations [here](#) and the ELL Accommodations [here](#).

Historical Background:

- * March 2010 – NAGB adopted the policy. **Access Inclusion Policy Research, [here](#).**
- * NAEP 2011 – Reported 95% and 85% inclusion goals in mathematics and reading report cards
- * NAEP 2012 – Piloted the new decision tree for including SD and ELL. **Access the Decision Tree, [here](#).**
- * NAEP 2013 – Implementation of the policy. **Access the NAGB Policy, [here](#).**

NAEP Inclusion Policy:

- * **Goal to include 95% of all students**

The proportion of all students excluded from any NAEP sample should not exceed 5 percent. Samples falling below this goal shall be prominently designated in reports as not attaining the desired inclusion rate of 95 percent.

- * **Goal to include 85% of SD and ELL**

Among students classified as either ELL or SD a goal of 85 percent inclusion shall be established. National, state, and district samples falling below this goal shall be identified in NAEP reporting.

Access Montana's past inclusion Math inclusion rates [here](#) and Reading inclusion rates [here](#).

NAEP Universal Design and Accommodations - Table of Contents

NOTE: For a description of how each universal design element and accommodation is conducted on NAEP, place your cursor over the name of each accommodation to be directed to a detailed description of the accommodation or accessibility feature.

NAEP Universal Design Elements - Offered to All Students. Identify any universal design elements that the student would typically need during testing. These elements are available to all students.

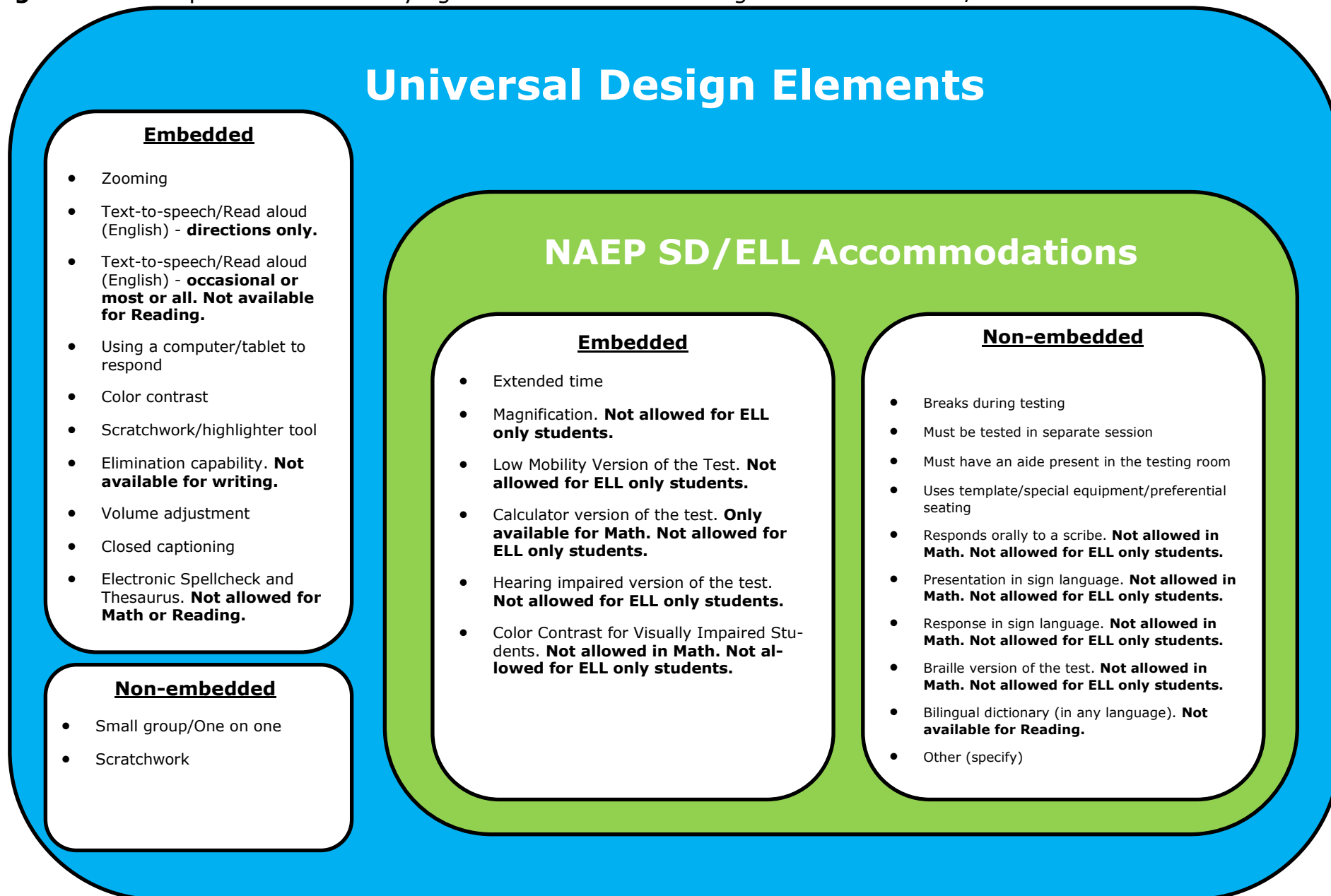
- ⇒ Zooming.....page 5
- ⇒ Small group/One on one.....page 6
- ⇒ Text-to-speech/Read aloud (English) - directions only.....page 7
- ⇒ Text-to-speech/Read aloud (English) - occasional or most or all.....page 8
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- ⇒ Electronic Spellcheck and Thesaurus.....page 15

NAEP Accommodations - Only Offered to SD Students Who Require Them for Testing. Identify any accommodations that the student's IEP or 504 Plan requires for testing. These allowed accommodations are only provided to students who need them.

⇒ Extended time.....page 16	⇒ Presentation in sign language.....page 27
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⇒ Must have an aide present in the testing room.....page 23	⇒ Bilingual dictionary (in any language).....page 30
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⇒ Low mobility version of the test.....page 18	
⇒ Calculator version of the test.....page 19	
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⇒ Responds orally to a scribe.....page 26	



Figure 1. Conceptual Model Underlying the NAEP Universal Design Elements and SD/ELL Accommodations.



Notes: NAEP Universal Design Elements - these elements are available to all students. NAEP Accommodations - these allowed accommodations are only provided to students who need them. **These Guidelines present the current universal tools and accommodations available by NAEP to ensure valid assessment results for all students taking its assessments.** Adapted from Smarter Accommodation Guidelines at: http://www.opi.mt.gov/pdf/Assessment/SMART/15UAA_guidelines.pdf.

NAEP Universal Design Element—Available to **All** Students

NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Zooming	Mathematics, Reading, and Writing	<p>Tool to enlarge content onscreen up to 2 times the default text/image size. Students can change text sizes ranging from approximately 12-point font to approximately 24-point font. Twenty-four point font is approximately 1/3-inch tall.</p> <p><i>NOTE: This only enlarges the items, NOT the tool icons, menus, calculator, equation editor, etc.</i></p>

The image shows a screenshot of the 'Tut-Tools108 Tutorial' interface. At the top, there is a toolbar with several icons. One icon, representing a magnifying glass with a plus sign, is highlighted with a red box. A red arrow points from this icon to a larger, detailed view of the same icon on the right side of the image. The detailed view shows a magnifying glass with a black handle and a white lens containing a large black plus sign. Below the toolbar, there are several colored buttons: 'Calculator' (blue), 'Scratchwork' (orange), 'Zoom' (teal), 'Read Aloud' (blue), 'Help' (green), and 'Change Theme' (purple). At the bottom of the interface, there is a black bar with white text that reads: 'You can tap on the timer to see how much time is left for the section you are working on.'

NAEP Universal Design Element—Available to **All** Students

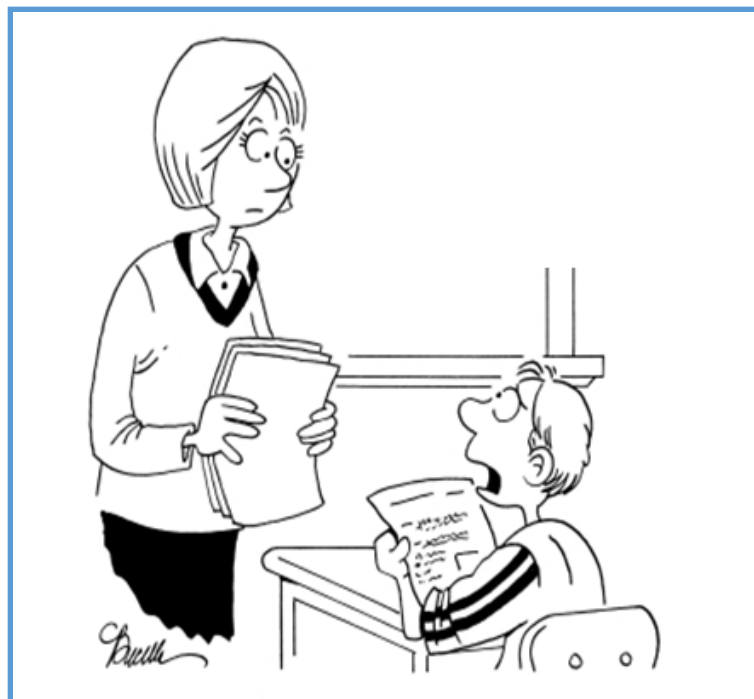
NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
One-on-One/Small Group	Mathematics, Reading, and Writing	<p>Unnecessary due to the mode of test administration. All students are interacting on a one-on-one basis with the tablet and will have earbuds to reduce distractions. Read aloud and other accommodations will be provided through the tablet and will not distract other students in the room.</p> <p><i>NOTE: Up to 25 students will be in the standard administration. If students need to be assessed in a smaller group, please select the accommodation Must Be Tested in a Separate Session.</i></p>

- Small number of students in the session as shown in the figure on the right.
- For students needing group sizes fewer than the standard 25 student administration, NAEP considers small groups as generally 5 or fewer students.



NAEP Universal Design Element—Available to **All** Students

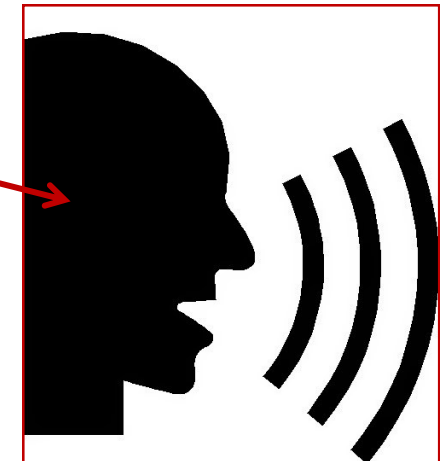
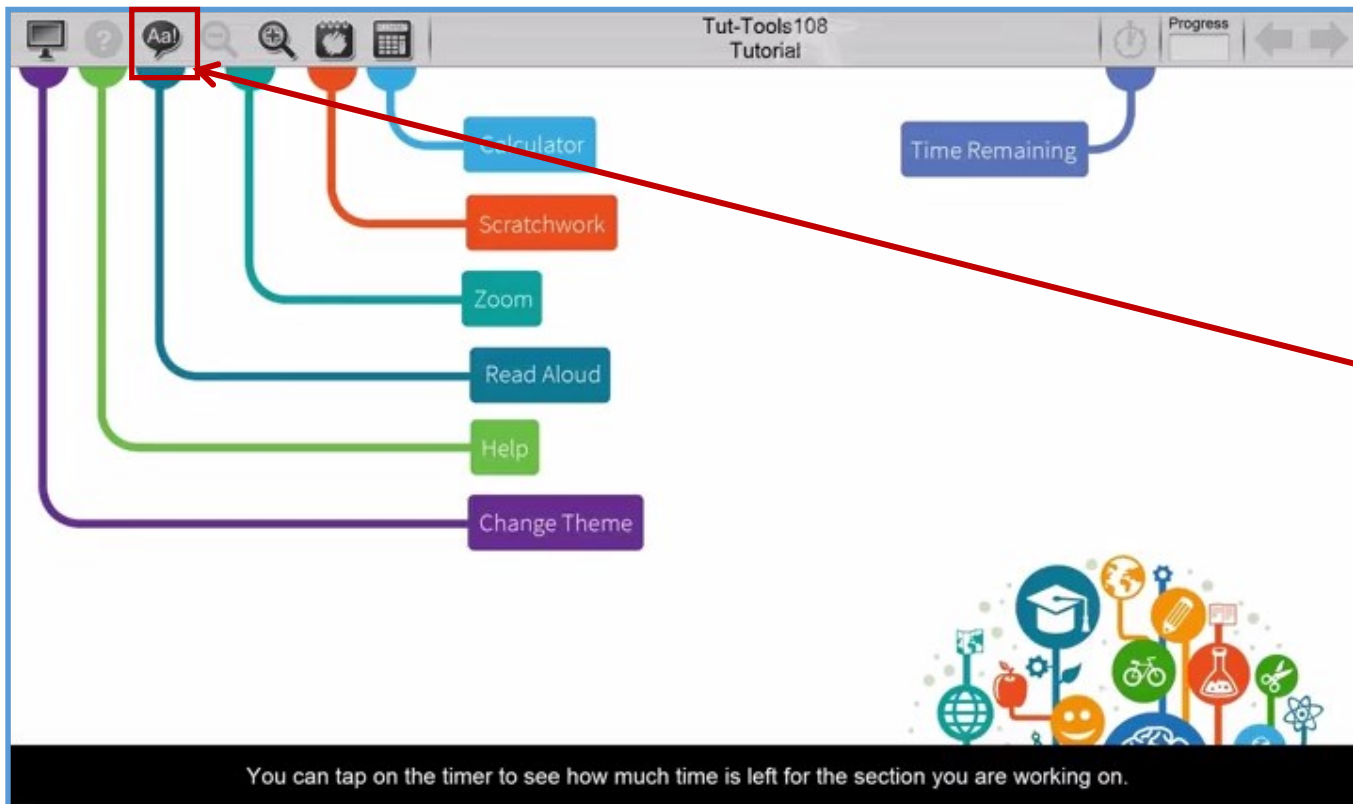
NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Text-to-Speech/Read Aloud (English) – Directions Only	Mathematics, Reading, and Writing	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech. The tutorial explains how to do this and has full audio.



An illustration depicting a NAEP Assessment Administrator (AAs) providing students with oral instructions before the assessment begins. The NAEP Digital Based Assessment will allow students to use text-to-speech and for each section the system will provide directions that can be read aloud. AAs are not permitted to assist students with questions about content during the cognitive section of the test but can provide device clarifications as needed.

NAEP Universal Design Element—Available to *All* Students

NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Text-to-Speech/Read Aloud (English) – Occasional or Most or All	Mathematics and Writing Not Allowed for Reading	Students select some or all text to be read aloud by the system using text-to-speech. The tutorial explains how to do this and has full audio. Text-to-Speech/Read Aloud (English) – Occasional or Most or All is not allowed for reading passages or items.



NAEP Universal Design Element—Available to **All** Students

NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Use a Computer/ Tablet to Respond	Mathematics, Reading, and Writing	All students respond on NAEP-provided tablets.

The screenshot shows a tablet interface for a NAEP tutorial. At the top, there is a toolbar with icons for help, search, and navigation. The title bar reads "Tut-EE8 Tutorial". Below the toolbar, the main display area shows the equation $\frac{5}{\pi} = r$ followed by a rectangular input box. A progress bar is visible in the top right corner. At the bottom, a black banner contains the instruction: "Use the on-screen keyboard to enter this example into the answer box." Below the banner is an on-screen keyboard with tabs for "Home" and "More Symbols". The keyboard includes numeric keys (1-0), punctuation keys (., , (,), :, %), and a "Backspace" key. A "Close" button is located in the top right of the keyboard area.

NAEP Universal Design Element—Available to *All* Students

NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Color Contrast	Mathematics, Reading, and Writing	<p>Students have a choice of three color contrast options, including one high-contrast option. The default is black text on white background and the two other options are white text on black background and black text on beige background.</p> <p><i>NOTE: This tool is not available for the tutorial or any image/video content.</i></p>



Good contrast



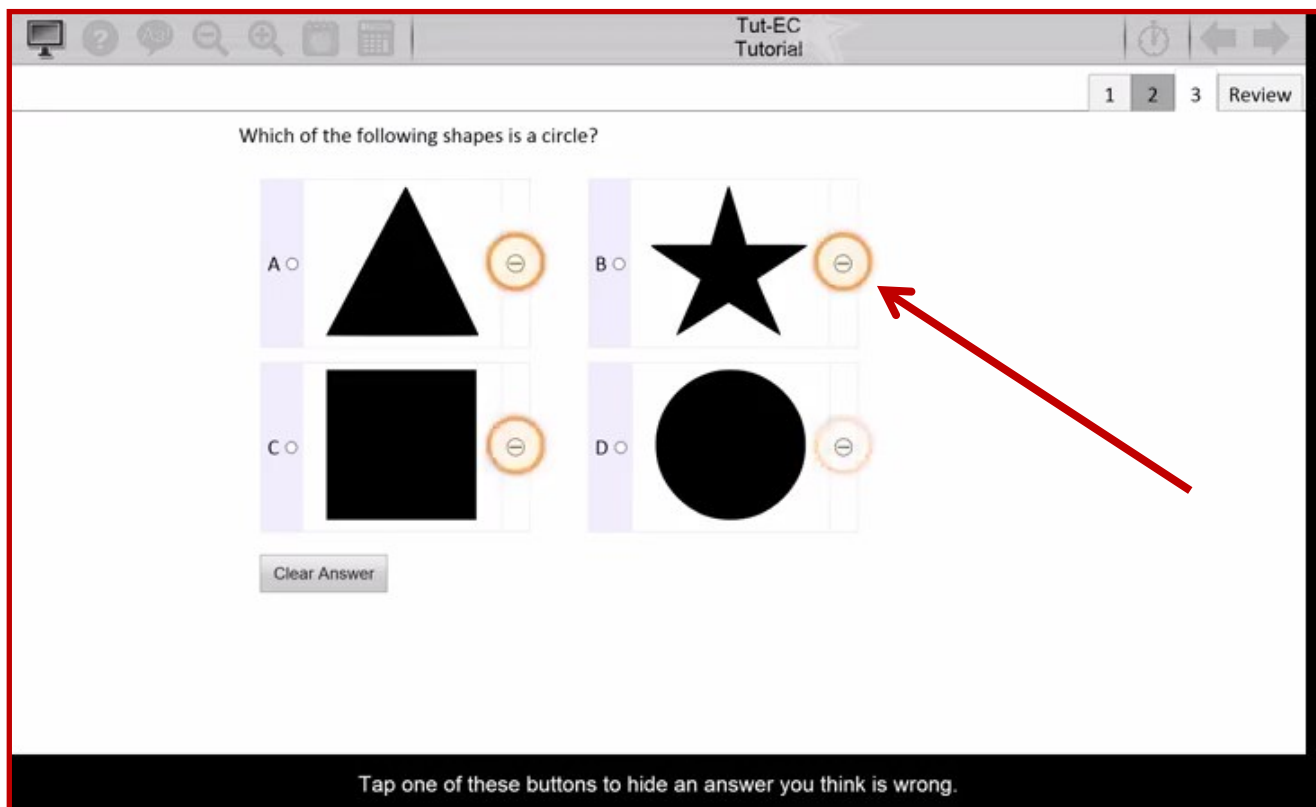
NAEP Universal Design Element—Available to **All** Students

NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Scratchwork/ Highlighter Capability	Mathematics, Reading, and Writing	Allows freehand drawing and highlighting on the screen. The scratchwork/highlighter tool is available for short standalone items (e.g., multiple-choice and short constructed-response items). The tutorial explains how to do this and has full audio.

The image shows a screenshot of the Tut-Tools108 Tutorial interface. The top toolbar contains several icons, with the Scratchwork icon (a notepad with a pencil) highlighted by a red box. A red arrow points from this icon to a separate window titled 'Tut-SWT Tutorial'. This window displays a sample question: 'How many movies did you see last month on television and in movie theaters?'. Below the question are four multiple-choice options: A None, B 1 to 5, C 6 to 10, and D More than 10. A 'Clear Answer' button is at the bottom. The main interface also shows a 'Time Remaining' timer and a 'Progress' bar. A black banner at the bottom states: 'You can tap on the timer to see how much time is left for the section you are working on.'

NAEP Universal Design Element—Available to **All** Students

NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Elimination Capability	Mathematics and Reading Not Allowed for Writing	<p>Allows students to gray out answer choices for multiple choice items.</p> <p>Elimination Capability is not available for writing because there are no multiple choice items.</p> <p><i>NOTE: This tool is not available for constructed response items.</i></p>



NAEP Universal Design Element—Available to *All* Students

NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Volume Adjustment	Mathematics, Reading, and Writing	Some portions of the assessment feature audio, such as text-to-speech or multimedia item content. Students may raise or lower the volume using a control on the tablet.



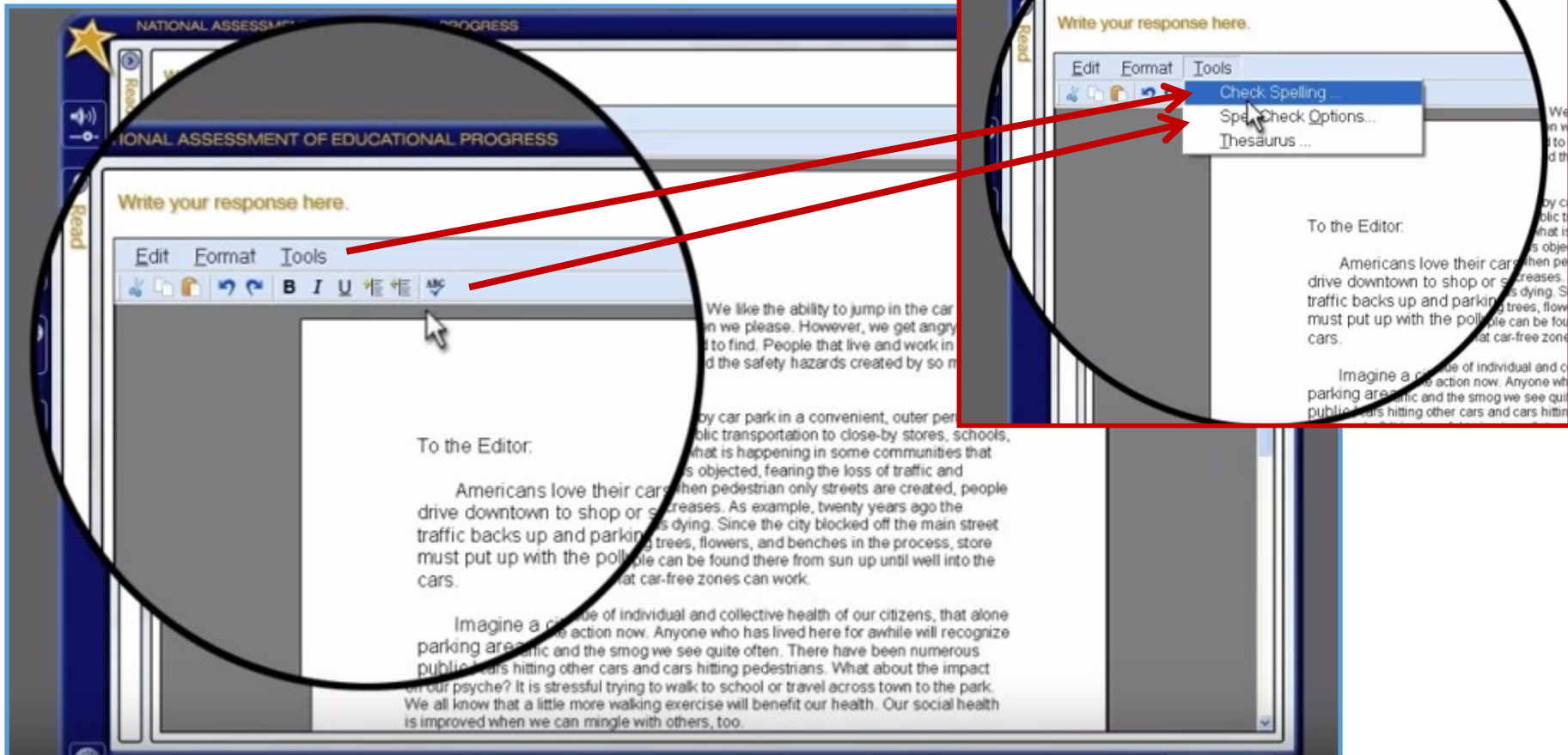
NAEP Universal Design Element—Available to *All* Students

NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Closed Captioning	Mathematics, Reading, and Writing	All voice-over narration is closed captioned.



NAEP Universal Design Element—Available to **All** Students

NAEP Universal Design Element <i>Available to All</i>	NAEP Subject	NAEP Universal Design Element Description
Electronic Spellcheck and Thesaurus	Writing Not Allowed for Mathematics or Reading	Incorporated into the interface with automatic and user-prompted activation options. Electronic Spellcheck and Thesaurus is not allowed for mathematics or reading.



NAEP Accommodation Provided by Test Delivery System
Available to **Students on an IEP or Section 504 Plan**
or ELL Students

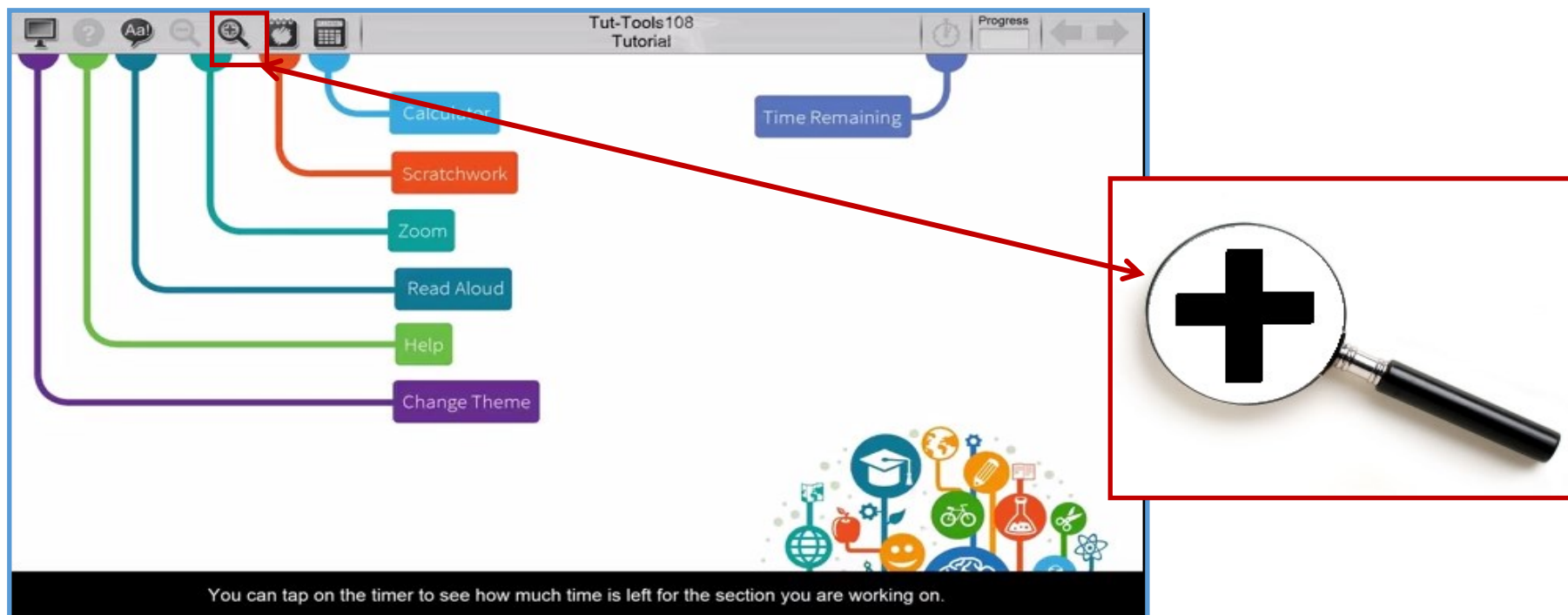
NAEP Accommodation Provided by Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics, Reading, and Writing	<p>This accommodation requires that students be given extra time to complete the assessment.</p> <p><i>NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed (30 minutes per section).</i></p>

- At their own pace
- Assessed in either regular session or separate session
- Limit is 3 times the amount of time allowed for the cognitive blocks (max extended time 150 minutes)



NAEP Accommodation Provided by Test Delivery System
Available to **Students on an IEP or Section 504 Plan**

NAEP Accommodation Provided by Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Magnification	Mathematics, Reading, and Writing	<p>For students requiring magnification of all assessment content, including tools, menus, calculator, and equation editor. Screen magnification software allows students to scroll over a portion of the screen to magnify the image on the screen.</p> <p><i>NOTE: See Zooming under universal design elements to determine if students need additional magnification.</i></p>



NAEP Accommodation Provided by Test Delivery System
Available to **Students on an IEP or Section 504 Plan**

NAEP Accommodation Provided by Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Low Mobility Version of the Test	Mathematics, Reading, and Writing	This accommodation provides a test form with short-standalone items that are keyboard navigable and do not require the use of the mouse or touch pad.



NAEP Accommodation Provided by Test Delivery System
Available to **Students on an IEP or Section 504 Plan**

NAEP Accommodation Provided by Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Calculator Version of the Test	Mathematics Not Allowed for Reading and Writing	This accommodation provides a mathematics test form that permits the use of a calculator. The calculator is an onscreen calculator provided as part of the assessment system. Calculator Version of the Test is not allowed for Reading or Writing.

The screenshot displays the NAEP test interface for the Calculator accommodation. The top toolbar contains several icons: a monitor, a question mark, a speech bubble with 'Aa!', a magnifying glass, a calculator icon (highlighted with a red box), a clock, and a progress bar. Below the toolbar, a series of colored lines connect the icons to their respective functions: Calculator (blue), Scratchwork (orange), Zoom (green), Read Aloud (teal), Help (light green), and Change Theme (purple). A red arrow points from the calculator icon in the toolbar to a larger, detailed view of the TI-30XS MultiView calculator interface. This interface shows 'MEMORY CLEARED' at the top, followed by a multiplication problem: 23 x 15 = 345. The calculator interface includes a numeric keypad, function keys, and a display area showing the result 345. The bottom of the screen features a black bar with the text 'You can tap on the timer to see how much'.

NAEP Accommodation Provided by Test Delivery System
Available to **Students on an IEP or Section 504 Plan**

NAEP Accommodation Provided by Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Hearing Impaired Version of the Test	Mathematics, Reading, and Writing	This accommodation provides a test form that has all auditory content closed captioned.



NAEP Accommodation Provided by Test Delivery System
Available to **Students on an IEP or Section 504 Plan**

NAEP Accommodation Provided by Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Color Contrast for Visually Impaired Students	Reading and Writing Not Allowed for Mathematics	This accommodation is for visually impaired students who require high contrast of all content. A special form for reading and writing is provided without any image/video content. Color Contrast for Visually Impaired Students is not allowed for mathematics.



Good contrast



NAEP Accommodation Provided Outside Test Delivery System
Available to **Students on an IEP or Section 504 Plan**
or ELL Students

NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Breaks During Testing	Mathematics, Reading, and Writing	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.

- **As requested.**
- **Predetermined intervals.**
- **In more than one sitting during a single day.**
- **NOTE: Assessment must be given in a single day.**



NAEP Accommodation Provided Outside Test Delivery System
 Available to **Students on an IEP or Section 504 Plan**
 or ELL Students

NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Must Be Tested in a Separate Session	Mathematics, Reading, and Writing	This accommodation requires that the student be tested away from other students in a separate testing area. <i>NOTE: This could be a small group or one-on-one.</i>

NAEP Accommodation Provided Outside Test Delivery System
 Available to **Students on an IEP or Section 504 Plan**
 or ELL Students

NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Must Have an Aide Present in the Testing Room	Mathematics, Reading, and Writing	<p>This accommodation that requires the aide the student regularly works with be present in the testing room while the assessment is being conducted.</p> <p><i>NOTE: Only trained NAEP staff may conduct the assessment session.</i></p>

NAEP Accommodation Provided Outside Test Delivery System
Available to **Students on an IEP or Section 504 Plan**
or ELL Students

NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Uses Template/ Special Equipment/ Preferential Seating	Mathematics, Reading, and Writing	<p><u>Template</u>: This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.</p> <p><u>Study Carrel/Special Equipment</u>: This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.</p> <p><u>Preferential Seating</u>: This accommodation requires that a student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so a student can see or hear more easily.</p>

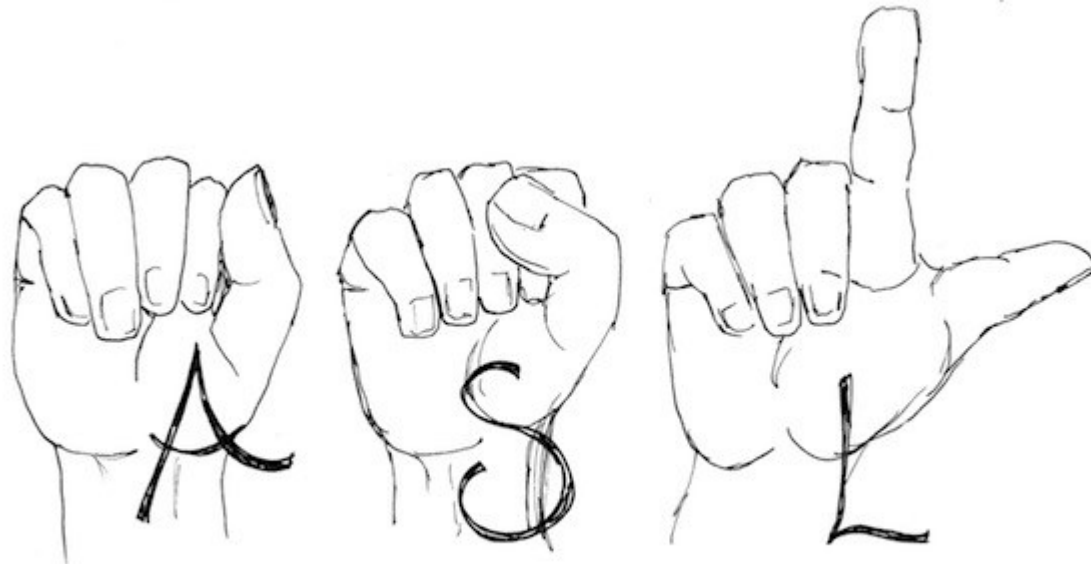
NAEP Accommodation Provided Outside Test Delivery System
Available to **Students on an IEP or Section 504 Plan**

NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Responds Orally to a Scribe	Mathematics and Reading Not Allowed for Writing	This accommodation requires the student respond orally to a scribe provided by the school or respond by pointing to his/her answers. The scribe then records the student's responses on the tablet. Responds Orally to a Scribe is not allowed for writing.



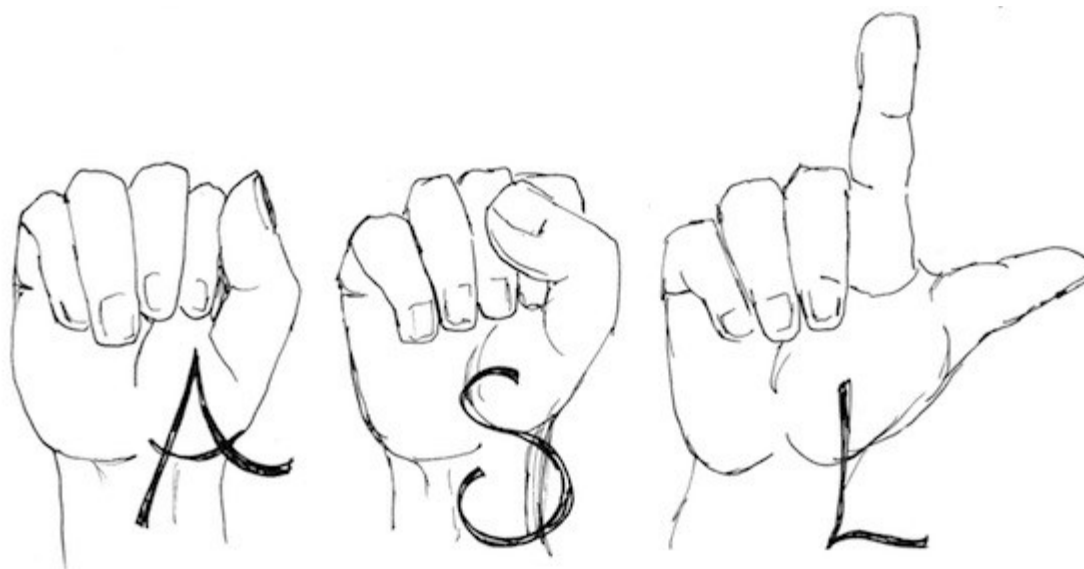
NAEP Accommodation Provided Outside Test Delivery System
Available to **Students on an IEP or Section 504 Plan**

NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Presentation in Sign Language	Mathematics and Writing Not Allowed for Reading	<p>This accommodation requires a qualified sign language interpreter at the school sign the instructions included in the session script and some or all of the test questions or answer choices for the student. Presentation in sign language is not allowed for reading passages or test questions.</p> <p><i>NOTE: If a student needs directions signed for reading, please select "Other (specify)" and note the needed accommodation.</i></p>



NAEP Accommodation Provided Outside Test Delivery System
Available to **Students on an IEP or Section 504 Plan**

NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Response in Sign Language	Mathematics and Reading Not Allowed for Writing	This accommodation requires a hearing impaired student signs his/her responses to a scribe provided by the school who records the responses on the tablet. Response in Sign Language is not allowed for writing.



NAEP Accommodation Provided Outside Test Delivery System
Available to **Students on an IEP or Section 504 Plan**

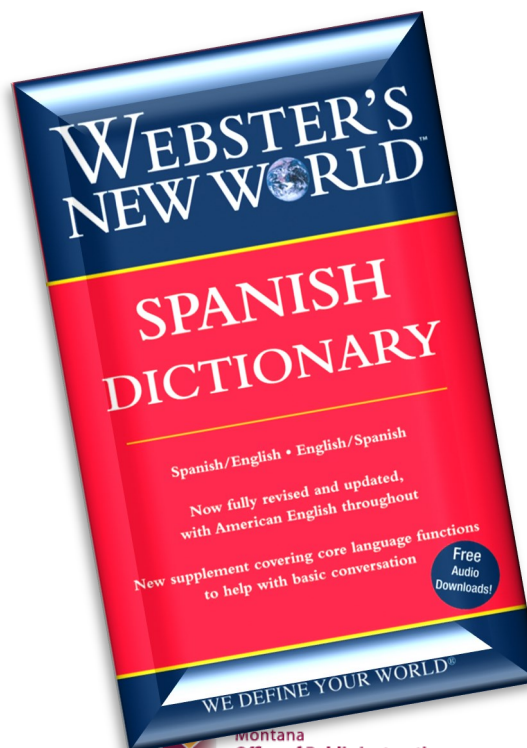
NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Braille Version of the Test	Mathematics and Reading Not Allowed for Writing	<p>This accommodation provides a paper-and-pencil Braille test form. Braille Version of the Test is not allowed for writing.</p> <p><i>NOTE: If a student needs to respond in Braille, select "Other (specify)" and note the needed accommodation. The student records his/her answers using a Braille output device, a slate and stylus, or an electronic Braille note taker provided by the school, or uses a scribe to record the answers (see Responds Orally to a Scribe accommodation).</i></p>



NAEP Accommodation Provided Outside Test Delivery System

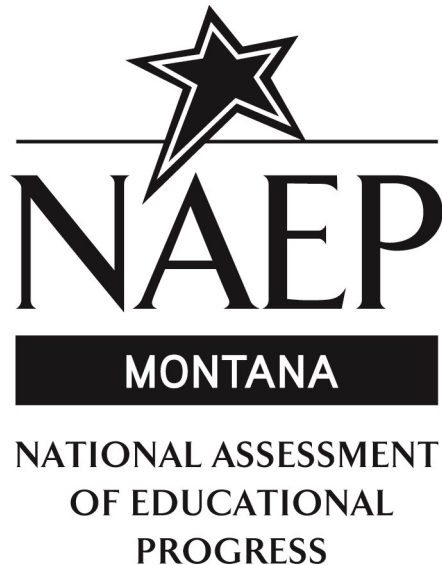
Available to ELL Students ONLY

NAEP Accommodation Provided Outside Test Delivery System	NAEP Subject	NAEP Accommodation Description
Bilingual Dictionary (in any language)	Mathematics and Writing Not Allowed for Reading	This is a hand-held electronic or hard copy bilingual dictionary provided by the school in any language that contains English translations of words but does not contain definitions. It is sometimes referred to as a "word-for-word" dictionary, "word-to-word translation dictionary," or a "bilingual word list." Bilingual Dictionary is not allowed for reading.



NAEP Accommodation Provided Outside Test Delivery System
Available to **Students on an IEP or Section 504 Plan**
or ELL Students

NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Other (specify)	Mathematics, Reading, and Writing	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.



Ashley McGrath

NAEP State Coordinator, Montana Office of Public Instruction

- Phone: 406.444.3450
- Mobile: 406.240.2348
- Website: <http://opi.mt.gov/Reports&Data/NAEP.html>
- Email: amcgrath@mt.gov
- NAEP Help Desk: naephelp@westat.com | 1-800-283-6237

